



PR/157794 | Trade Finance / Loan (Sr. Officer)

## Job Information

### Recruiter

JAC Recruitment Malaysia

### Job ID

1512204

### Industry

Bank, Trust Bank

### Job Type

Permanent Full-time

### Location

Malaysia

### Salary

Negotiable, based on experience

### Refreshed

March 19th, 2025 07:00

## General Requirements

### Minimum Experience Level

Over 3 years

### Career Level

Mid Career

### Minimum English Level

Business Level

### Minimum Japanese Level

Business Level

### Minimum Education Level

Associate Degree/Diploma

### Visa Status

No permission to work in Japan required

## Job Description

### COMPANY & JOB OVERVIEW:

This bank, established in Malaysia in 2010, offers a comprehensive range of financial services including corporate finance, trade finance, forex and derivatives, cash management, and Islamic finance. It supports economic and trade exchanges between Malaysia and Japan, leveraging a global network to facilitate cross-border business growth. The bank is committed to providing tailored financial solutions to meet diverse client needs.

### JOB RESPONSIBILITIES:

1. Manage domestic and international bank guarantees, ensuring strict adherence to the Bank's policies and procedures, and applying knowledge of International Chamber of Commerce rules (UCP600, ISP98, and URDG758) for issuing, amending, canceling, lodging claims, and making payments within credit policy limits

2. Process Import Bills (LCs and Collections) and Import Financing products such as Trust Receipts, Bankers Acceptances, and Discounting. Knowledge of Shipping Guarantees is a plus.
3. Accurately handle Export Bills (LCs and Collections) transactions, including advising, amending, and canceling Export Letters of Credit, ensuring compliance with International Chamber of Commerce rules and the Bank's policies. Knowledge of LC confirmation, workflow processes, and Export Financing products like negotiation, Discounting, Foreign Currency Trade Financing (FCTF), Forfeiting, Invoice Discount Finance, Supplier Chain Financing, and Bank Risk participation is advantageous
4. Proficient in handling SWIFT messages, particularly the 7 and 4 series, and communicating with banks via SWIFT for Import and Export transactions (Letters of Credit and Collections). Skilled in managing the receipt and release of negotiated documents with correspondent banks.
5. Responsible for loan-related tasks, RMA, and audit confirmations.

**JOB REQUIREMENTS:**

1. Bachelor's degree with experience in the banking industry.
2. Detail-oriented, thorough, and supportive.
3. Proficient in MS Office applications (e.g., Outlook, Excel, Word).
4. Proactive and a good team player with strong communication skills for interacting with team members and counterparties.
5. Capable of working independently.
6. Able to adapt to a fast-paced work environment.

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Company Description